

ARIZONA DEPARTMENT OF WATER RESOURCES

Electronic Notice of Intent (eNOI) Guide

DRILLER'S GUIDE

2004



Table of Contents:

1.	Introduction	
1.1	Purpose	3
1.2	Structure of Document	3
1.3	System Requirements.....	3
1.4	Payment Methods	3
2.	Operational Overview	
2.1	Introduction	4
2.2	Driller Requirements	4
2.3	How to Submit an Electronic Notice of Intent (eNOI).....	4
2.3.1	Logging on to the eNOI Application	5
2.3.2	Registrar of Contractor Information	6
2.3.3	Well Owner Information	7
2.3.4	Well Location Information	8
2.3.5	Notice of Intent Type Information.....	9
2.3.5.1	NOI Type 1 – Drill a Water Production Well.....	10
2.3.5.2	NOI Type 2 – Drill a Monitor/Piezometer/Environmental Well	17
2.3.5.3	NOI Type 3 – Drill or Drill and Abandon an Exploration/Specialty Well	20
2.3.6	Notice of Intent Termination Page	21
2.3.7	Well Location in or near a Contamination Site	23
2.3.8	Final Acknowledgement.....	24
2.3.9	Payments	26
2.3.9.1	Billing Information.....	26
2.3.9.2	Payment Method (Credit Card Only).....	27
2.3.9.3	Order Information	27
2.3.10	Print Process for Drillers	28
2.3.11	Order Confirmation Emails to Cardholder and Drilling Firm	31

1. INTRODUCTION

1.1 Purpose

The Arizona Department of Water Resources (ADWR) has developed and designed the eNOI application to help facilitate and accept electronic processing of the following Notice of Intent (NOI) drilling applications over the Internet:

- new exempt water production wells inside an Active Management Area (AMA) and outside of any contamination area,
- all new water production wells outside an AMA, and outside any contamination area,
- new Monitor/Piezometer/Environmental wells, and
- new Mineral Exploration/Geotechnical wells

All other types of NOIs must be submitted to ADWR via the normal, manual process.

1.2 Structure of Document

This document is organized into two major sections:

- Introduction
- Operational Overview

1.3 System Requirements

Required Software:

- Internet Explorer 5.5 or higher
- Adobe Acrobat Reader

1.4 Payment Methods

ADWR's eNOI application currently accepts MasterCard and Visa credit card payments.

2. OPERATIONAL OVERVIEW

2.1 Introduction





This document outlines the detailed steps necessary to submit an NOI application and print out the required drill cards/packets over the Internet. For additional support you may contact the Notice of Intent (NOI) Unit at 602-417-2470 or 1-800-352-8488 (for in-state calls outside of the Phoenix metropolitan area).

2.2 Driller Requirements

To begin using the eNOI application a valid password must be obtained from the ADWR's NOI Unit. To apply for or to change a password, you must submit the **eNOI Password Request** form (DWR 55-75) to ADWR. This form is available through the ADWR website, <http://www.water.az.gov>, by clicking onto Forms and looking under the header entitled **Well Permitting/Notice of Intent (NOI)**, or the form can be sent to you upon telephone or written request.

2.3 How to Submit an Electronic Notice of Intent (eNOI)

To begin processing an electronic NOI enter the following value into your web browser's address field: <https://www.water.az.gov/noi/>. The **Online Filing Center** main page, illustrated below, will be displayed.

Arizona Department of Water Resources	
Online Filing Center for Notices of Intention to Drill Wells	
LINKS TO:	
<ul style="list-style-type: none">• Well Drilling and Abandonment Statutes• Substantive Policy Statements on well drilling and well abandonment• The ADWR Well Abandonment Handbook - • Related well drilling and well abandonment definitions• Link to the Arizona Department of Environmental Quality website• Map of WQARF, CERCLA and DOD water quality contamination sites in Arizona - • Special Well Construction and Well Abandonment Standards for areas of groundwater contamination - • Download Notice of Intention (NOI) to Drill or Abandon forms• eNOI Driller's Guide	
Background:	
<p>This site has been established to facilitate the online filing of Notices of Intention to Drill Wells that are required by A.R.S. § 45-596 and A.A.C. R12-15-810. The use of this site is restricted to licensed well drilling contractors holding a current well drilling license issued under the authority of A.R.S. § 45-595(B) and A.A.C. R12-15-803 by the Arizona Department of Water Resources (ADWR).</p> <p>This site may be used to obtain online authorization to drill an exempt water production well that is located within an Active Management Area (AMA) or to drill any type of water production well in an area located outside an AMA. This website may also be used to obtain authorization to drill a monitor, piezometer, environmental or exploration well at any location within the state. Well drillers and wells owners are advised that wells that are drilled without official authorization are "illegal" wells, and compliance actions may be taken against well drillers and well owners who drill such wells.</p>	
The following authorizations to drill or abandon wells are not available through an online process at this time:	
<ol style="list-style-type: none">1. Authorization to drill new non-exempt water production wells within AMAs. This authorization must be obtained by filing an application for a well permit as required by A.R.S. § 45-599 or a groundwater withdrawal permit.2. Authorization to modify, deepen, replace or abandon a well. These authorizations must be obtained by filing a paper NOI form.3. Authorization to replace a non-exempt well in approximately the same location in an AMA, as authorized under A.R.S. § 45-597 and A.A.C. R12-15-840. This authorization must be obtained by filing a paper NOI form.4. Authorization to drill new water production wells in or near the boundaries of a contamination site. This authorization must be obtained by filing a paper NOI form.5. Authorization to drill a Cathodic Protection, Grounding, or Heat Pump well. These authorizations must be obtained by filing a paper NOI form.6. Authorization to drill a Monitor, Piezometer, or Environment well, which is located within an area of known groundwater contamination and the screened or perforated interval is greater than 100 feet. These authorizations must be obtained by filing a paper NOI form.	
<p>In addition to obtaining a well drilling authorization, this site provides general drilling and abandonment information and presents special well construction requirements -  that apply to all wells that will be drilled within areas of known groundwater contamination. Such areas may include, but are not limited to State of Arizona Water Quality Assurance Revolving Fund (WQARF) sites and federal CERCLA (Superfund) or DOD sites. This website also presents substantive policy statements that provide general authorization for some types of well drilling and well</p>	

The **Online Filing Center** page displays background information pertaining to the drilling of a well, and commonly used terminology and definitions as outlined in the Arizona Revised Statutes and/or the Arizona Administrative Code.

To log into the eNOI application scroll to the bottom of the **Online Filing Center** page and click on the **Logon To NOI Application** button as illustrated in Figure 1.

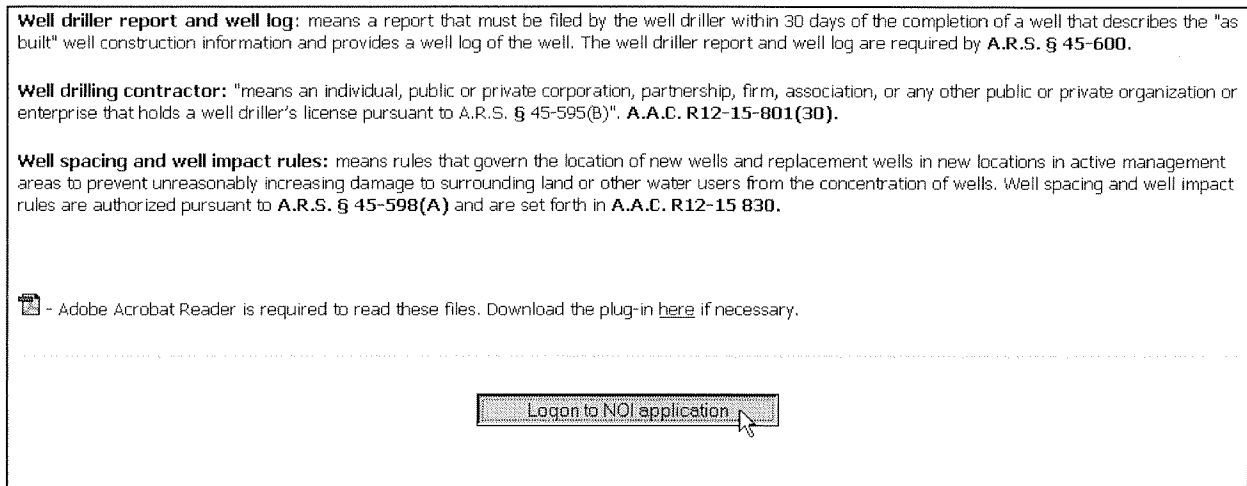


Figure 1

2.3.1 Logging on to the eNOI Application

After clicking on the **Logon To NOI Application** button in the main **Online Filing Center** page, the following screen will be displayed:

The screenshot shows the "NOI Logon screen" with a form for logging in. It includes fields for "ADWR Driller Lic. Number" and "ADWR assigned Password", a "LOGON" button, and a status message "You are not logged on." Below the form are instructions for newly registered drillers, browser settings (cookies and popup blockers), and a note about printer requirements.

NOI Logon screen

Fill in the form and click the "LOGON" button.

Site: **www.water.az.gov**

ADWR Driller Lic. Number:

ADWR assigned Password:

LOGON

You are not logged on.

Newly registered Drillers must contact ADWR at (602)417-2470 to obtain an assigned password.
If you have lost or forgotten your assigned password, contact ADWR for a new one.

Please make sure that your browser has cookies enabled. The NOI application requires these enabled to work correctly.

Please ALSO make sure that your browser does NOT have a popup blocker (or please disable it). This will interfere with the packet printing process. You may enable it after printing.

NOTE: Some of the settings required for printing the NOI Documents at the end of this process require Laser or Ink-jet type printers. These documents may **NOT** work/print correctly with Dot-Matrix type printers.

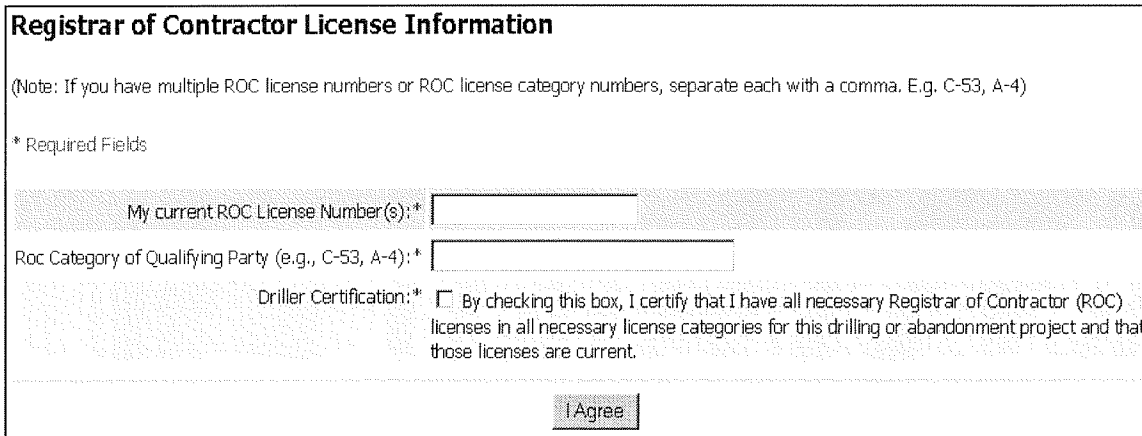
Figure 2

Enter your ADWR driller license number and eNOI password, which are both issued by ADWR, and click on the **LOGON** button.

2.3.2 Registrar of Contractor Information

Upon successful login, enter your Registrar of Contractor's (ROC) license number and the corresponding ROC category of the qualifying party.

The **Driller Certification** checkbox must be checked before proceeding to the next web page. If there is an attempt to go to the next page without checking the certification, a message box appears requesting that the certification box be checked in order to continue.



Registrar of Contractor License Information

(Note: If you have multiple ROC license numbers or ROC license category numbers, separate each with a comma. E.g. C-53, A-4)

* Required Fields

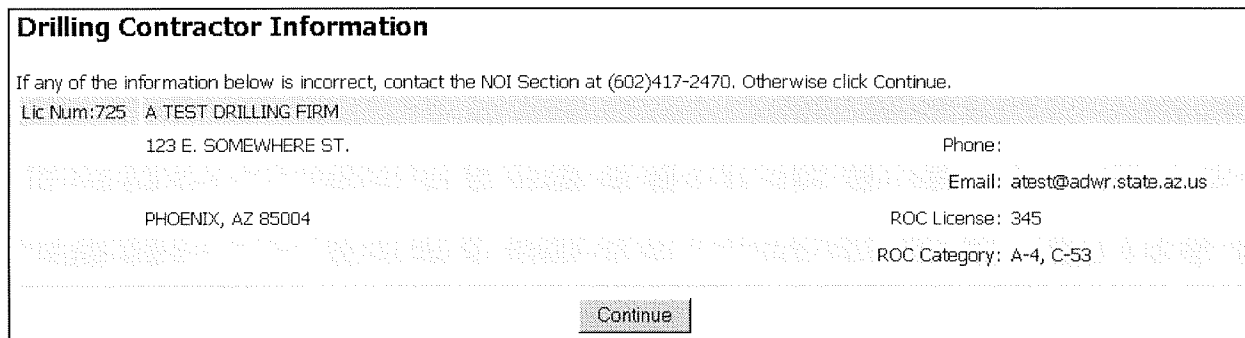
My current ROC License Number(s):*

Roc Category of Qualifying Party (e.g., C-53, A-4):*

Driller Certification:* ☐ By checking this box, I certify that I have all necessary Registrar of Contractor (ROC) licenses in all necessary license categories for this drilling or abandonment project and that those licenses are current.

Figure 3

Once all of the required ROC information has been provided, the following page will be displayed (Figure 4) which shows the current information that ADWR has on record for the drilling contractor.



Drilling Contractor Information

If any of the information below is incorrect, contact the NOI Section at (602)417-2470. Otherwise click Continue.

Lic Num: 725 A TEST DRILLING FIRM

123 E. SOMEWHERE ST.

PHOENIX, AZ 85004

Phone:

Email: atest@adwr.state.az.us

ROC License: 345

ROC Category: A-4, C-53

Figure 4

The drilling contractor information may not be changed within the eNOI application. If any information is incorrect, please contact the NOI Unit, otherwise click on the **Continue** button.

2.3.3 Well Owner Information

Indicate whether the well owner is an individual or company (or other type of business) by selecting the appropriate value in the **Owner Type** field.

Once the well owner information has been completed, perform one of the following steps:

- If the landowner is different from the well owner, provide the name and address of the landowner.
Note: if the landowner is different from the well owner, check the certification checkbox at the bottom of the page before continuing to the next page. The **Continue** button becomes available for selection once you begin to enter the landowner information.
- or, alternatively, check the **Same Owner?** checkbox. When this checkbox is checked, it is not necessary to enter values into the landowner fields – the eNOI application will automatically copy the well owner information to the landowner information.

Driller Information	
ADWR License Number: 725 A TEST DRILLING FIRM	
123 E. SOMEWHERE ST.	Phone:
PHOENIX, AZ 85004	Email: lkbarrkman@adwr.state.az.us
	ROC License: 345
	ROC Category: A-4, C-53

Enter Well Owner Information

* Required Fields

Owner Type: *	Individual	
Company or Other Name: *	NA	or
First Name: *	John	Last Name: * Smith
Address: *	1234 Somewhere St.	
City: *	Tempe	State: * Arizona Zip: * 85004
Country Code:	Area Code: * 602	Phone #: * 123-4567 Ext:
Type of Land: *	PRIVATE OR COMPANY	

Enter Land Owner Information

Same Owner? <input type="checkbox"/>	Land Owner is the same as the Well Owner? Checked = Yes. Skip to the "Continue" Button.	
Owner Type:	Company or Other Name	
Company or Other Name: *	The Land Company, Inc.	or
First Name: *	NA	Last Name: * NA
Address: *	3993 W. Camelback	
City: *	Phoenix	State: * Arizona Zip: * 85004
Country Code:	Area Code: * 602	Phone #: * 987-6541 Ext:

☒ If the landowner and the well owner are NOT the same, by checking this box, I certify that I have obtained written approval from the landowner in order to conduct this drilling or abandonment project. A copy of the written approval shall be submitted to ADWR with the Driller's Report/Log or Well Abandonment Completion Report within 30 days of completion of drilling or abandonment.

Figure 5

2.3.4 Well Location Information

Enter the location of the well. For most types of wells, a valid well location down to the 10-acre quarter section level must be supplied before continuing to the next page. The only exception to this requirement is for **mineral exploration** or **geotechnical** wells. For these two well types, there is an option of only providing a location value down to the section level. If the 160, 40 and 10-acre quarter section level values are not provided for these well types, the checkbox must be checked at the bottom of the page in order to proceed. Click on the **Continue** button to proceed.

Enter location of well to be drilled or abandoned

* Required Fields

Township: *	<input type="text"/>	<input type="checkbox"/> 1/2 Township	* <input type="radio"/> North <input type="radio"/> South	Quarter(160 acre)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Range: *	<input type="text"/>	<input type="checkbox"/> 1/2 Range	* <input type="radio"/> East <input type="radio"/> West	Quarter(40 acre)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Section: *	<input type="text"/>			Quarter(10 acre)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

☐ Check this box if this is an NOI for a mineralogical or geotechnical well. 160, 40, 10 acre descriptions are not required for these wells.

Continue

Figure 6

The next page displayed is the Legal Description page. It converts the location into a legal description format. To correct any of the location information displayed, you must use the **Back** button in the Internet Explorer browser. If an invalid location is entered, you will be directed back to the data entry page to correct the location information, otherwise, click on the **Continue** button. If the location being provided is correct but you continue to get an error message, contact the NOI Unit.

Legal Description

NE 1/4 of the NE 1/4 of the NE 1/4 Section 01 Township 01.0 South Range 01.0 West

If this is not the correct legal description, return to the previous page; otherwise, click the Continue button.

Continue

Figure 7

2.3.5 Notice of Intent Type Information

Indicate which type of eNOI you will be processing by clicking on one of the buttons displayed below.

The electronic NOI application only accepts NOI applications for new wells (i.e., NOI applications for drilling a new well or drilling and immediately abandoning an Exploration/Specialty well).

Notice of Intent Information

Select the type of NOI.

* Required Fields

NOI Category 1 - Notice of Intent to Drill a well

☒ Drill

Use this notice to obtain authorization to drill an **exempt** well within an AMA or to drill any type of water production well, including a domestic well, outside an AMA.

NOI Category 2 - Notice of Intent to Drill a Monitor/Piezometer/Environmental well

☒ Drill

Use this notice to obtain authorization to drill a **Monitor / Piezometer / Environmental** well at any location in Arizona.

NOI Category 3 - Notice of Intent to Drill or Drill and Abandon an Exploration/Specialty well

☐ Drill ☐ Drill and Abandon

Use this notice to obtain authorization to drill, or drill and abandon an **exploration** well at any location in Arizona.

Continue

Figure 8

Once the appropriate NOI type is selected click on the **Continue** button to proceed to the next page.

2.3.5.1 NOI Category 1 – Drill a (Water Production) Well

Water Uses and Book/Map Parcel:

If the NOI Category 1 option is selected (e.g., to drill a new exempt well inside of an Active Management Area (AMA) or to drill any water production well, including a domestic well, outside of an AMA), a primary water use code and a county assessor's parcel number in book/map/parcel format must be selected before proceeding to the next page.

You may also, optionally, select one or more secondary water uses. To select multiple secondary water uses, hold down the <Ctrl> key and click on the appropriate water use(s) in the display box. If a secondary water use is selected that inadvertently matches the value of the primary water use, an error message will be displayed when the **Continue** button is clicked, and the secondary water use selection(s) must be corrected before continuing to the next page.

To reset any water use code(s), click on the **Reset** button. All water use codes that had been entered in this page will be reset to the default settings, and may be selected again.

NOI Category 1 - Notice of Intent to Drill a well

Select the primary and secondary Water Usage Codes.

* Required Fields

Primary Water Use Code

*

Secondary Water Use Code

IRRIGATION
UTILITY (WATER CO)
COMMERCIAL
DOMESTIC
MUNICIPAL

To select multiple water codes use the CTRL key.

Enter County Assessor's Parcel Number in Book, Map and Parcel format.

Book

*

Map

*

Parcel

*

Continue

Reset

Figure 9

When all of the necessary information has been entered, click on the **Continue** button to proceed to the next page.

Variances and Design Pumping Capacity:

NOI Category 1 - Notice of Intent to Drill a well

Use this notice to obtain authorization to drill an exempt well within an AMA or to drill any type of water production well, including a domestic well, outside an AMA

* Required Fields

Is a variance requested? * ☐ Yes ☐ No

Design Pumping capacity: * ☐ <= 35 GPM ☐ > 35 GPM

Is the water to be used solely for domestic purposes? ☐ Yes ☐ No

☐ By checking this box, I certify that the proposed well's water use meets the criteria of domestic purposes as outlined in the A.R.S. §45-454 and that the water will be used solely for domestic purposes.

Continue

Figure 10

If a “Yes” response is given to the question: “**Is a variance requested**”, the NOI must be processed via the manual NOI process, and you will be directed to the **NOI Termination** page. A brief message will then be displayed explaining the reason for the web NOI termination (See section 2.3.6 for additional information).

If the well location specified is inside an AMA (as determined by the eNOI application) and it has been specified that the design pumping capacity is greater than (>) 35 gallons per minute (GPM) then the NOI must be process via the manual NOI process, and you will be directed to the **NOI Termination** page.

The question: “**Is the water to be used solely for domestic purposes?**” is strictly used for fee determination purposes and is enabled if the design pumping capacity is less than or equal to (<=) 35 GPM

If a “Yes” response is given to “solely for domestic purposes” and the well location is outside an AMA/INA (as determined by the eNOI application), and the current year is between:

- 7/1/2003 and 6/30/2004, then the fee is set at \$50.
- 7/1/2004 and 6/30/2005, then the fee is set at \$75
- 7/1/2005 and beyond, then the fee is set at \$100.
- All other well types will have a fee of \$150

The “solely for domestic purposes” certification checkbox is only enabled when a “Yes” is specified to the question: “**Is the water to be used solely for domestic purposes?**”. When this checkbox is enabled, you must check the certification checkbox before continuing to the next page.

2.3.5.1.1 Exempt Well Inside of an AMA

This **Exempt Well Certification** page is displayed when the design pumping capacity is less than or equal to (\leq) 35 GPM and the well location is inside of an AMA (as determined by the eNOI application).

You must check the checkbox in order to proceed to the next page.

NOI Category 1 - Notice of Intent to Drill a well

Use this notice to obtain authorization to drill an exempt well within an AMA or to drill any type of water production well, including a domestic well, outside an AMA

* Required Fields

Exempt Well Certification:

* ☐ By checking this box, I certify that the proposed well meets the criteria of an exempt well as outlined in the A.R.S §45-454.

Continue

Figure 11

If the **Continue** button is clicked without checking the checkbox, an error message stating, “**You must certify**” is displayed as illustrated below in Figure 12:

NOI Category 1 - Notice of Intent to Drill a well

Use this notice to obtain authorization to drill an exempt well within an AMA or to drill any type of water production well, including a domestic well, outside an AMA

* Required Fields

Exempt Well Certification:

* ☐ By checking this box, I certify that the proposed well meets the criteria of an exempt well as outlined in the A.R.S §45-454.

*** You must certify ***

Continue

Figure 12

Second Exempt Well for the Same Non-Irrigation Use at the Same Location:

In this page, if the **Continue** button is clicked and you have indicated that the application is for a second exempt well for the same non-irrigation use at the same location, you will be directed to the **NOI Termination** screen, and the NOI must be completed via the manual paper process.

If an attempt is made to proceed without selecting either “Yes” or “No”, an error message is displayed and you may not proceed to the next web page until a Yes or No value is selected.

NOI Category 1 - Notice of Intent to Drill a well

Use this notice to obtain authorization to drill an exempt well within an AMA or to drill any type of water production well, including a domestic well, outside an AMA

* Required Fields

* Is this application for an exempt well which will be used to serve the same non-irrigation use at the same location (same parcel) as another exempt well?

☐ Yes (the document to be signed by well owner 45-454.E Supplement to 55-44)

☐ No

Continue

Figure 5

Proposed (Domestic) Water Use:

If domestic water use is selected as either the primary or secondary water use code (see Figure 9), then the **Proposed Water Use** page will be displayed, as illustrated below, and you must indicate whether the proposed well will be used for domestic purposes on a parcel of land less than or equal to 5 acres. If “Yes” is selected then a county health authority review is required prior to submitting the NOI.

If domestic water use is not specified as either the primary or secondary water use code, this page will not be displayed, and you will proceed to the **100 Foot Setback** page (Figure 16).

A “Yes” or “No” must be selected before proceeding to the next page. If the **Continue** button is clicked without specifying a value, an error message is displayed and you will remain in this page until a value is provided.

NOI Category 1 - Notice of Intent to Drill a well

Use this notice to obtain authorization to drill an exempt well within an AMA or to drill any type of water production well, including a domestic well, outside an AMA

* Required Fields

Proposed Water Use:

* Domestic purposes on a parcel of land \leq 5 acres?

☐ Yes

☐ No

Continue

Figure 14

County Health Authority Review:

If the proposed water use (either primary or secondary use) is for domestic purposes on a parcel of land that is less than or equal to 5 acres, then you should have already provided the necessary NOI information to the appropriate county health authority for review.

The county health authority will indicate one of three possible decisions regarding the NOI review:

- They may indicate that they have approved the NOI. Upon approval, they will assign an approval code to the NOI before returning the NOI to you for processing via ADWR's eNOI application;
- They may indicate that they have not approved the NOI. These NOIs may not be completed via the eNOI application, and the NOI must be manually submitted using the paper forms as in the past; or,
- They may indicate that they did not have enough information to make a determination. These NOIs may not be completed via the eNOI application, and the NOI must be manually submitted using the paper forms as in the past.

If county health authority approval is obtained you must:

- Enter a valid approval code into the **County Approval Code** field. If an invalid county approval code is entered an error message will be displayed, and the code must be corrected before continuing.
- Indicate from which county the approval code was obtained.
- Check both of the certification checkboxes before continuing.

NOI Category 1 - Notice of Intent to Drill a well

Use this notice to obtain authorization to drill an exempt well within an AMA or to drill any type of water production well, including a domestic well, outside an AMA.

* Required Fields

Indicate whether written approval was obtained from the applicable county or local health authority to drill the proposed well:

- * ☐ County or local health authority approval and endorsement of well site plan, showing proposed well location, obtained.
- * ☐ County or local health authority approval and endorsement of well site plan, showing proposed well location, not obtained.
- * ☐ County or local health authority determined that there was insufficient information to make determination.

For additional information refer to the following:

100 foot separation between well and septic
Supplement to DWR from 55-40
45-596(F) & (G) and AAC R12-15-818

County Approval Code: *

County where approval was obtained: *

* ☐ By checking this box, I certify that I have received county health authority approval for the proposed well location associated with this NOI application within the past year.

* ☐ By checking this box, I certify that I shall submit the well site plan, showing written approval and endorsement by the county or the local health authority, to ADWR with the Well Driller Report/Log within 30 days of completion of drilling.

Continue

Figure 15

Once all of the required information has been provided, click on the **Continue** button in order to proceed to the next page.

100-Foot Setback Requirement:

In the **100-Foot Setback Requirement** page, one of the certification checkboxes must be checked, but not both.

The first certification indicates that you personally verify that the setback requirements have been met. The second certification indicates that you have obtained written certification from the landowner that the setback requirements have been met.

If an attempt is made to click on the **Continue** button before checking one of the certification boxes, an error message will be displayed, and you may not proceed to the next page until one of the boxes has been checked.

NOI Category 1 - Notice of Intent to Drill a well

Use this notice to obtain authorization to drill an exempt well within an AMA or to drill any type of water production well, including a domestic well, outside an AMA

* Required Fields

100 Foot Setback Requirement:

* ☐ By checking this box, I certify that the proposed well site is not within 100 feet of any septic tank system, sewage disposal area, landfill, hazardous waste facility, storage area of hazardous materials or petroleum storage areas and tanks.

* ☐ By checking this box, I certify that I have obtained written certification from the land owner stating that the proposed well site is not within 100 feet of any septic tank system, sewage disposal area, landfill, hazardous waste facility, storage area of hazardous materials or petroleum storage areas and tanks. A copy of the land owner's written certification shall be submitted to ADWR with the Well Driller Report and Well Log or Well Abandonment Completion Report within 30 days of completion of drilling or abandonment.

Continue

Figure 16

2.3.5.1.2. Exempt and Non-Exempt Wells Outside of an AMA

If the well location is outside an AMA and you have indicated that you will be drilling a new exempt or non-exempt (water production) well (i.e., you indicated either less than or equal to 35 GPM or greater than 35 GPM earlier in the process), then you must indicate the required information as follows:

Proposed (Domestic) Water Use:

The water use requirements for water production wells outside of an AMA are identical to those outlined in the following section: 2.3.5.1.1 **Exempt Wells Inside of an AMA.**

County Health Authority Review

The county health authority requirements for water production wells outside of an AMA are identical to those outlined in the following section: 2.3.5.1.1 **Exempt Wells Inside of an AMA.**

100-Foot Setback Requirement:

The 100-Foot Setback requirements for water production wells outside of an AMA are identical to those outlined in the following section: 2.3.5.1.1 **Exempt Wells Inside of an AMA.**

2.3.5.2 NOI Category 2 – Drill a Monitor/Piezometer/Environmental Well

When drilling a Monitor, Piezometer, or Environmental well, select a primary water use code from the dropdown list.

A county assessors parcel number in Book/Map/Parcel format may also be entered.

NOI Category 2 – Notice of Intent to Drill a Monitor/Piezometer/Environmental well

Select the Water Usage Code.

* Required Fields

Primary Water Use Code

Enter County Assessor's Parcel Number in Book, Map and Parcel format.

Book

Map

Parcel

Figure 17

Click on the **Continue** button to proceed to the next page.

Indicate which type of well you will be drilling by selecting a value from the drop-down list.

NOI Category 2 - Notice of Intent to Drill a Monitor/Piezometer/Environmental well	
Use this notice to obtain authorization to drill a Monitor, Piezometer, Environmental Well at any location in Arizona.	
* Required Fields	
Please select the type of well from the dropdown list.	
Well Type: *	<div>Choose a Well Type ▼</div> <p>Note: If the well to be drilled is located within an area of known groundwater contamination, and the screened or perforated interval is greater than 100 feet, then this application may not be processed via ADWR's NOI website application.</p>
Will you be installing a dedicated pump with a pumping capacity > 35 GPM or or will the well be used to withdraw more 10 Acre Feet/Yr?	
Yes / No:*	<div>Choose ▼</div>
I request the following variances:	
Select Variance(s)	<div><input type="checkbox"/> Thermoplastic Casing Surface Seal Variance in upper 20' of well.<p>This variance option is appropriate under the following condition:</p><p>The well must be constructed in a vault.</p></div> <div><input type="checkbox"/> 100' Setback Variance for Environmental Wells - Well may be located within 100 feet of any septic tank system, sewage disposal area, land fill, hazardous waste facility, storage area of hazardous materials or petroleum storage areas and tanks.<p>This variance option is appropriate under the following condition:</p><p>Wells cannot be used for any water production purposes except to provide water samples.</p></div> <div><input type="checkbox"/> Shortened Surface Seal Variance - Surface seal casing may be less than 20 feet, but not be less than 5 feet.<p>This variance option is appropriate under the following conditions:</p><p>Shallow groundwater conditions exist;</p><p>or</p><p>Soil monitoring, groundwater monitoring or remediation activities require shortened seal;</p><p>or</p><p>Groundwater recharge activities require shortened seal.</p></div>
	<p>This variance option is appropriate under the following condition:</p> <p>Monitoring or recharge activities require this type of well design. Not allowed in areas of soil or groundwater contamination.</p>
Variance Reference:	<ul style="list-style-type: none">• <u>Substantive policy statements re: Well Construction and Well Abandonment Variances.</u>• <u>Well Construction and Well Abandonment variance.</u>
<div><input type="checkbox"/> By checking this box, I certify that I have read the applicable substantive policy statement regarding each variance that I am requesting, and that I shall comply with all the requirements set forth therein.</div>	
<div>Continue</div>	

Figure 18

If the well location is within the boundaries of a contamination site, and the screened or perforated interval is greater than 100 feet, you may not continue to process this NOI via the web application, and the NOI must be processed via the manual paper process.

If the well location is inside an AMA (as determined by the eNOI application), indicate if a dedicated pump will be installed with a pumping capacity greater than 35 GPM or if the well will be used to withdraw more than 10 acre feet/Yr. If the response to this question is “Yes”, you may not continue to process this NOI via the web application and will be directed to the NOI Termination screen, and the NOI must be processed via the manual paper process.

If the well location is within the boundaries of a contamination site (as determined by the eNOI application), the fourth variance titled “Monitor Well Screen greater than 10’ Variance” will be disabled.

If you indicate that you will be drilling either a Monitor or Piezometer well, **the 100-Foot Setback for Environmental Well** variance will not be available for selection. **The 100-Foot Setback for Environmental Well** variance is available for selection for all other types of wells in this category.

Except as noted above, all other variance types will remain enabled and available for selection.

If one or more variances are selected, the certification checkbox must also be checked before continuing on to the next page.

2.3.5.3 NOI Category 3 – Drill or Drill and Abandon an Exploration/Specialty Well

Begin by selecting a primary water use. If you attempt to continue to the next page without selecting a water use code, an error message will be displayed.

The screenshot shows the top section of the "NOI Category 3 - Notice of Intent to Drill or Drill and Abandon an Exploration/Specialty well" form. It includes the title, a sub-header "Select the Water Usage Code.", and a note "* Required Fields". The "Primary Water Use Code" field is a dropdown menu currently displaying "Please select one". Below the field are "Continue" and "Reset" buttons.

Figure 19

Indicate which type of well will be drilled by selecting a value from the drop-down list.

Note: the well types listed in the drop-down box (i.e., **Well Type** box) will be limited to Mineral Exploration and Geotechnical wells.

Enter a number between 1 and 999 for the number of wells/holes to be processed on the NOI.

The screenshot shows the middle section of the "NOI Category 3 - Notice of Intent to Drill or Drill and Abandon an Exploration/Specialty well" form. It includes the title, a sub-header "Use this notice to obtain authorization to drill or drill and abandon an exploration or specialty well at any location in Arizona.", and a note "* Required Fields". The "Well Type" field is a dropdown menu currently displaying "Choose a Well Type". Below it is a note: "Note: Geotechnical and mineral exploration wells that are to be drilled in areas of groundwater contamination must be properly abandoned using an appropriate grout mixture listed in Table 1 of the ADWR Well Abandonment handbook." The "Number of wells/holes" field is a text input box currently displaying "1". Below these fields is a section titled "I request the following variances:" with a "Select Variance(s)" label. There are three checkboxes: "100' Setback Variance for Geotechnical Wells.", "Thermoplastic Casing Surface Seal Variance in upper 20' of well.", and "Shortened Surface Seal Variance - Surface seal casing may be less than 20 feet, but not be less than 5 feet." Each checkbox has associated text describing the conditions for that variance. Below the checkboxes is a "Variance Reference:" section with two bullet points: "Substantive policy statements re: Well Construction and Well Abandonment Variances." and "Abandonment Handbook." At the bottom of the form is a checkbox labeled "By checking this box, I certify that I have read the applicable substantive policy statement regarding each variance that I am requesting, and that I shall comply with all the requirements set forth therein." and a "Continue" button.

Figure 20

If the **100-Foot Setback Variance for Geotechnical Wells** option is selected, the other two variance options become disabled. If the **Thermoplastic Casing** variance or the **Shortened Surface Seal** variance is selected, the **100-Foot Setback Variance** option becomes disabled. If one or more variances are selected, the certification checkbox must also be checked before continuing on to the next page.

2.3.6 Notice of Intent Termination Page

The following is an example of the error message displayed when an attempt is made to request a variance for an exempt or non-exempt well:

Notice of Intent Termination

This well application (NOI) can't be completed using the web NOI process. This application must be made on a paper and submitted to:

Arizona Department Of Water Resources

NOI Section

500 North 3rd Street

Phoenix, AZ 85004

Specific Message: NOI Applications which require a variance for water production wells may not be processed via ADWR's NOI website application. The appropriate NOI forms can be downloaded at <http://www.water.az.gov/adwr/Content/Forms/default.htm>.

[New NOI Application](#) [Exit](#)

Figure 21

You will be directed to the **NOI Termination** page under the following conditions:

Exempt or Non-Exempt wells

- If it was indicated that a variance is needed, you will be directed to the termination page. The **Specific Message** displayed is: "NOI Applications which require a variance for water production wells may not be processed via ADWR's NOI website application"
- If the well location is inside an AMA and it was indicated that the design pumping capacity is greater than (>) 35 GPM, you will be directed to the termination page. The **Specific Message** displayed is: "NOI Applications for Non-Exempt wells which are inside of an AMA, may not be processed via ADWR's NOI website application"
- If the well location is inside or near a contamination site, and the well type is a water production well, you will be directed to the termination page. The **Specific Message** displayed is: "NOI Applications for water production wells which fall within the boundaries of a contamination site may not be processed via ADWR's NOI website application"
- If the well location is inside an AMA and it was indicated that the well is a second exempt well at the same location for the same non-irrigation use, you will be directed to the termination page. The **Specific Message** displayed is: "NOI Applications for an exempt well which will be used to serve the same non-irrigation use at the same location (same parcel) as another exempt well may not be processed via ADWR's NOI website application."
- If county approval is required and it was indicated that approval was not obtained, or that the county determined that there was not enough information to make a determination, you will be directed to the termination page. The **Specific Message** displayed is: "County or local health authority approval was not obtained, and it is required for this NOI."
- While in the county approval page, you will be asked to provide the county in which approval was obtained. If a county is selected that does not match the county of the well site location, you will be directed to the termination page. The **Specific Message** displayed is: "The county you selected for the county approval code does not match the county in the legal description you provided. This NOI may not be processed via ADWR's NOI website application."

Monitor/Piezometer/Environmental Wells:

- If the well location is inside an AMA and it was indicated that a dedicated pump will be installed which pumps greater than (>) 35 GPM or that the well will be used to pump greater than 10 AF/yr, you will be directed to the termination page. The **Specific Message** displayed is: "NOI Applications which will have a dedicated pump with a pumping capacity of greater than 35 GPM or will be used to withdraw greater than 10 Acre Feet/YR may not be processed via ADWR's NOI website application"

Applies to all Well Types:

- If the given NOI application has been processed and gone past the Final Acknowledgement page (by clicking on the **Continue** button), and attempts are made to use the Internet Explorer **Back** button to correct any information, you will be directed to the termination page. Once past the Final Acknowledgement page, the information is saved to the database and the NOI application information cannot be updated. The **Specific Message** displayed is: "Once an application is received and confirmed, you are not allowed to make changes to it. Please start a new application."

2.3.7 Well Location in or near a Contamination Site

If the well location entered for a Notice of Intent to Drill a Monitor/Piezometer/Environmental Well (NOI Category 2) or a Notice of Intent to Drill or Drill and Abandon an Exploration/Specialty Well (NOI Category 3) falls within or near a contamination site (as determined by the eNOI application), the page illustrated below will be displayed, and the certification checkbox must be checked before proceeding.

Notice of Intent in or near a Groundwater Contamination Site

This well site is located within the **YUMA ARMY PROVING GROUNDS** contamination site.

Watershed: **COLORADO RIVER**

County: **YUMA**

Sub Basin: **YUMA**

* Required Fields

* ☐ I understand that this well site is located within the boundaries of a contamination area and that special construction or abandonment requirements are required to prevent vertical cross-contamination to the aquifer system. I certify that I have read the applicable special requirements, and that I shall comply with those standards.

Reference Materials for Special Well Construction and Abandonment Requirements in Groundwater Contamination Areas:

- [DEQ's WQARF site](#)
- [Special Construction and Abandonment Requirements documentation](#)
- [Special Requirements Document for Pinal Creek](#)
- [Special Requirements Document for Yuma Marine Corp](#)
- [Abandonment Handbook](#)
- [Substantive policy statements re: Well Construction and Well Abandonment Variances](#)

Continue

Figure 22

2.3.8 Final Acknowledgement

The **Final Acknowledgement** page allows you to review all of the information entered up to this point in the eNOI process. If any of the information is incorrect, use the Internet Explorer **Back** button to correct the necessary information.

Once you are satisfied with the information, check the remaining two certification checkboxes at the bottom of the acknowledgement page before proceeding.

Final Acknowledgement	
Final Driller Acknowledgement:	
NOI Type: Type 1 Drill Well Type: Exempt Date Received at ADWR: 11/19/03 The existing well's registration number (if deepening, replacing or modifying a well): N/A No well registration number exists for the well: N/A	
Driller Company Information:	
ADWR Driller License Number : 725	A TEST DRILLING FIRM 123 E. SOMEWHERE ST. PHOENIX, AZ 85004 Phone: Email: lbarrkman@adwr.state.az.us ROC Entered By Driller: 345 Qualifying Party License Categories: A-4, C-53
Well Owner Information:	
Smith, John 1234 Somewhere St. Tempe, AZ 85004 (602) 123-4567 Type of land: PRIVATE OR COMPANY Land Owner the same as the Well Owner: N Book: 123 Map: 22 Parcel: 456	
Land Owner Information:	
The Land Company, Inc. 3993 W. Camelback Phoenix, AZ 85004 (602) 987-6541	

Well Site Location:	
NE 1/4 of the NE 1/4 of the NE 1/4 Section 01 Township 01 .0 South Range 01 .0 West	
AMA: PHOENIX County: MARICOPA Contamination Site: NOT IN ANY WQARF SITE	
Water Use:	
Primary Use: DOMESTIC	
Secondary Use(s): N/A	
Variance(s) Requested By Driller:	
NONE	
Certification(s) Made By Driller:	
<input checked="" type="checkbox"/> By checking this box, I certify that I have all necessary Registrar of Contractor (ROC) licenses in all necessary license categories for this drilling or abandonment project and that those licenses are current.	
<input checked="" type="checkbox"/> If the landowner and the well owner are NOT the same, by checking this box, I certify that I have obtained written approval from the landowner in order to conduct this drilling or abandonment project. A copy of the written approval shall be submitted to ADWR with the Driller's Report/Log or Well Abandonment Completion Report within 30 days of completion of drilling or abandonment.	
<input checked="" type="checkbox"/> By checking this box, I certify that the proposed well meets the criteria of an exempt well as outlined in the A.R.S. §45-454.	
<input checked="" type="checkbox"/> By checking this box, I certify that I have obtained written certification from the land owner stating that the proposed well site is not within 100 feet of any septic tank system, sewage disposal area, landfill, hazardous waste facility, storage area of hazardous materials or petroleum storage areas and tanks. A copy of the land owner's written certification shall be submitted to ADWR with the Well Driller Report and Well Log or Well Abandonment Completion Report within 30 days of completion of drilling or abandonment.	
Additional Information:	
Number of Wells in project: 1 This Authorization Expires: 11/30/2004	
Variance requested for Water Production well: No	
Design Pumping Capacity: <= 35 GPM	
Is this application for an exempt well which will be used to serve the same non-irrigation use at the same location (same parcel) as another exempt well: No	
Domestic purposes on <= 5 acres: No	
<input checked="" type="checkbox"/> By checking this box, I certify that the information above is complete and correct, and that the well shall be drilled or abandoned in compliance with all pertinent statutes and rules, including any special standards that may be required to protect the aquifer or other water sources.	
<input checked="" type="checkbox"/> By checking this box, I certify that I have been authorized by the above-named well owner to submit this Notice of Intent on the well owner's behalf.	
<p>Warning: Do not click the continue button twice as doing so will result in an error.</p> <p style="text-align: center;"><input type="button" value="Continue"/></p>	

Figure 23

NOTE: Once the **Continue** button is clicked, all NOI information is saved to the database and cannot be updated from this point forward. If the **Continue** button is clicked prior to realizing that some or all of the information is incorrect, start over and re-enter the NOI information from the beginning of the process, the NOI application has not been processed through the payment process, so there will be no charge for the NOI application. If you continued with the eNOI process and completed the payment process (even though the information is incorrect), you will be charged for the NOI application, and you must contact the NOI Unit in order to correct the NOI.

2.3.9 Payments

2.3.9.1 Billing Information

The following steps must be completed:

- Enter the first and last name of the credit card holder;
- Enter a valid email address
Note: when the **Billing Information** page is first displayed, the email address will default to the drilling firm's email address, you may override this email address by typing over the default value;
- Enter any other information marked with a red asterisk.

A confirmation email will be sent to you at the email address provided in the billing information.

Confirmation of submission

Your submission of Notice of Intent has been received.
Do **not** hit back button (or browse to another site) as updates to a received application are not allowed and it may abnormally terminate the next two steps ("Make Payment" and "Receive Drill Packet").

* Required Fields

Enter Billing Information

Company:

A TEST DRILLING FIRM

First Name: *

Last Name: *

Email: *

atest@adwr.state.az.us

Address: *

123 E. SOMEWHERE ST.

Apartment/Suite:

City: *

PHOENIX

Region/State: *

AZ

Postal/Zip Code: *

85004

Country: *

US

Phone: *

Fax:

Continue

Figure 24

Once you are satisfied with the information displayed, click on the **Continue** button to proceed to the next page.

2.3.9.2 Payment Method (Credit Card Only)

The only payment method accepted in the eNOI application is payment by credit card, Visa or Mastercard. To proceed click on the **calculate totals button**.

Please choose your shipping and payment methods then click "Calculate Totals" below.

Shipping Option(s) No Shipping Required	Payment Method Use Credit Card
--	-----------------------------------


calculate totals help

e-commerce powered by ECmerchant™

Figure 25

2.3.9.3 Order Information

Enter a valid credit card number and expiration date from a Visa or Mastercard.



Arizona Department of Water Resources
500 North Third Street.
Phoenix, AZ 85004 US
Phone 602.417.2470
Fax 602.417.2422
Email wrioi@adwr.state.az.us

ORDER

Order ID: T-40054
Order Date: 10/27/03

Lisa b
LAYNE CHRISTENSEN COMPANY
12030 EAST RIGGS ROAD
CHANDLER, AZ 85249-3701 US
Phone - 480-895-9404
Fax -
test@adwr.state.az.us

Complete all credit information and click the "Confirm Order" Button below to complete your purchase. Don't forget to print this page for your records.

Card Type VISA	Card Number (no spaces or dashes) 	Expires 01 - 2003
-------------------	---------------------------------------	----------------------

qty	sku	description	price ea.	amount
1	000600	All Except Domestic Outside AMA/INA	\$150.00	\$150.00
sub total				\$150.00
No Shipping Required				\$0.00
grand total				\$150.00

process order help

e-commerce powered by ECmerchant™

Figure 26

Note: the eNOI application will automatically determine the appropriate fee based on the information provided during the eNOI process. As outlined in the body of the Order page, print a copy of this order for your records. If it is felt that the fee amount displayed is incorrect, contact the NOI Unit.

Once the **process order** button is clicked, the NOI packet fee will be charged to the credit card.

2.3.10 Print Process for Drillers

This page will only appear if the credit card was successfully processed in the previous step.

This page contains several instructions that outline the requirements for printing a drilling packet. In order to print a drill packet, first ensure that all of the requirements outlined in the printing instructions have been performed.

When each set of printing requirements has been completed, check each of the checkboxes in the **Check List** to proceed with the printing process.

Print NOI packet

Follow the printing instructions below. As you complete the check list (by marking the check boxes on the left), the appropriate buttons for the documents will become available. Please click on the button for each document in the provided order to print your packet.

* Important Printing Instructions

Please make sure that your browser does **NOT** have a popup blocker (or please disable it). This ***WILL*** interfere with the packet printing process. You may enable it after printing.

Some of the settings below may not work exactly as described due to variations in printer hardware. They will generally work as described with Laser Printers (and many ink-jet Printers). These documents may **NOT** work correctly with Dot-Matrix type printers.

Check List

☐ * Set Print Margins:

The printer margins have to be set to 0.1" on all sides (left, right, top, and bottom) for all information to be printed properly. To change the margins, click on [file] menu (in the top left part of your browser) and select [page setup]. After changing, Click [OK] button. We recommend that you write down the current settings before changing them so you can set them back if you wish for normal printing of web pages. If you prefer, this step and the two following steps can be completed in one pass through the [page setup] dialog. Just hit [OK] only after making all the changes needed in these steps.

☐ * Remove Header and Footer:

To remove the page header and footer, click on [file] menu (in the top left part of your browser) and select [page setup]. A common text for the Header is "&w&bPage &p of &P" and for Footer it is "&d&b&t". Select the text in the Header and the Footer fields and hit the [Delete] key on your keyboard. After changing, Click [OK] button.

☐ * Set the paper size and orientation:

The Paper Size and Orientation is normally set to "Letter" and "Portrait" respectively. To set the Paper Size and Orientation, click on [file] menu (in the top left part of your browser) and select [page setup]. Change Paper Size to "Letter" and Orientation to "Portrait". After changing, Click [OK] button.

After you click on a button, below, a new window will open and the print dialog will appear. Please do not use the "PRINT" button or menu of your browser. Lastly, be sure to verify that each document was successfully printed before closing this browser window or processing a new NOI.

Order	Document	Printed
1	Drill Card	<input type="checkbox"/>
2	Electronic NOI Report	<input type="checkbox"/>
3	Well Driller Report	<input type="checkbox"/>
4	Well Owner Letter	<input type="checkbox"/>

[New NOI Application](#) [Exit](#)

Figure 27

Once each checkbox has been checked, the **Drill Card** button will be enabled. Click the button, and the drill card will be generated to your computer screen, and the following print screen will be displayed:

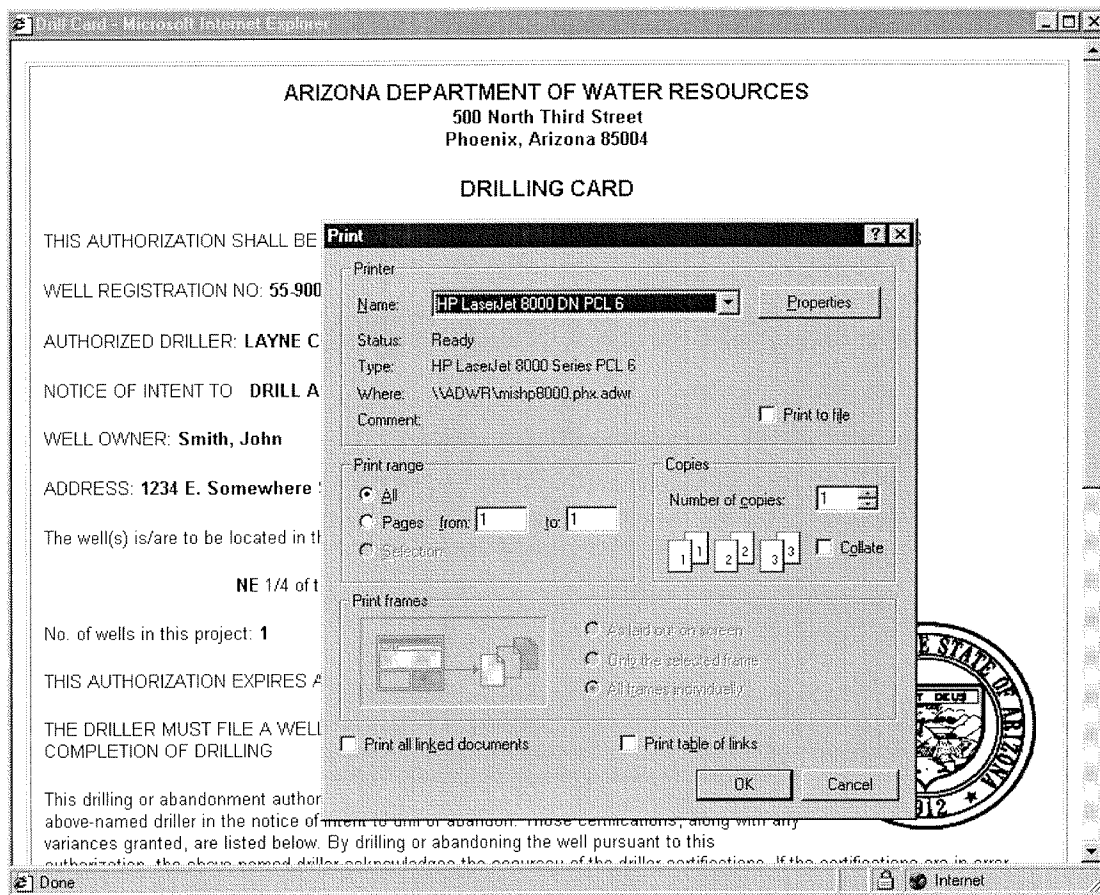


Figure 28

At this point, you may specify the necessary formatting options for the drill card by using the standard Windows features available when the **Print** dialog box is displayed. For example, you may select the printer to which the drill card should be directed, or specify the number of copies to be printed, or specify the page orientation (i.e., portrait or landscape).

To print the drill card document, click on the **OK** button.

Once the drill card is printed, the **Electronic NOI Report** button will be enabled. Click the button in order to get a hard copy report printed. Repeat these steps for each component of the packet (i.e., drill card, owner letter, driller report, etc).

Print NOI packet

Follow the printing instructions below. As you complete the check list (by marking the check boxes on the left), the appropriate buttons for the documents will become available. Please click on the button for each document in the provided order to print your packet.

* Important Printing Instructions

Please make sure that your browser does **NOT** have a popup blocker (or please disable it). This ***WILL*** interfere with the packet printing process. You may enable it after printing.

Some of the settings below may not work exactly as described due to variations in printer hardware. They will generally work as described with Laser Printers (and many ink-jet Printers). These documents may **NOT** work correctly with Dot-Matrix type printers.

Check List

☐ *** Set Print Margins:**

The printer margins have to be set to 0.1" on all sides (left, right, top, and bottom) for all information to be printed properly. To change the margins, click on [file] menu (in the top left part of your browser) and select [page setup]. After changing, Click [OK] button. We recommend that you write down the current settings before changing them so you can set them back if you wish for normal printing of web pages. If you prefer, this step and the two following steps can be completed in one pass through the [page setup] dialog. Just hit [OK] only after making all the changes needed in these steps.

☐ *** Remove Header and Footer:**

To remove the page header and footer, click on [file] menu (in the top left part of your browser) and select [page setup]. A common text for the Header is "&w&bPage &p of &P" and for Footer it is "&d&b&t". Select the text in the Header and the Footer fields and hit the [Delete] key on your keyboard. After changing, Click [OK] button.

☐ *** Set the paper size and orientation:**

The Paper Size and Orientation is normally set to "Letter" and "Portrait" respectively. To set the Paper Size and Orientation, click on [file] menu (in the top left part of your browser) and select [page setup]. Change Paper Size to "Letter" and Orientation to "Portrait". After changing, Click [OK] button.

Order	Document	Printed
1	<div>Drill Card</div>	<input checked="" type="checkbox"/>
2	<div>Electronic NOI Report</div>	<input type="checkbox"/>
3	<div>Well Driller Report</div>	<input type="checkbox"/>
4	<div>Well Owner Letter</div>	<input type="checkbox"/>

New NOI Application

Exit

Figure 29

Note: You may print the current NOI packet as many times as you like as long as you don't close the **Print NOI packet** page illustrated in Figure 29. Once the **Print NOI packet** page has been closed, or any other type of problem is encountered which prevents printing a hard copy of the drilling packet, you must contact the NOI Unit to get another copy printed.

2.3.11 Order Confirmation Emails to Cardholder and Drilling Firm

Once the NOI processing is completed, you will receive an email confirmation at the email address provided by the credit card holder in the **Billing Information** page (see Section 2.3.9.1 for additional information). A second email confirmation will be sent to the appropriate drilling firm based on the information currently on file at ADWR (see Figure 4).

The item of most importance in the confirmation screen is the Order ID number that was assigned at the time of payment. The Order ID number can be provided to the NOI Unit if there are any questions or problems with a particular NOI application.

```
*****
* Order Confirmation for Lisa b
*****

Thank you for your order, Lisa b.

Should you have any questions concerning your
order, please contact us by phone at 602.417.2470
or by fax at 602.417.2422 and be sure to mention your order number:
T-40036.

Thanks again for using the online NOI System!

-----
| Order ID: T-40036
| Date: Oct 24, 2003
| Status: Authorized
|
-----
| Arizona Department of Water Resources
| 500 North Third Street.
| Phoenix, AZ 85004 United States
| Phone: 602.417.2470 Fax: 602.417.2422
| Email: wrci@adwr.state.az.us
| Web: http://web.water.az.gov/NOI/Default.asp
|
-----
| Bill To: A TEST COMPANY
| Lisa b
| 123 E. SOMEWHERE ST
| PHOENIX, AZ 85004 United States
| Phone: 602-123-4567 Fax:
| Email: test@adwr.state.az.us
|
-----
| 000600 - All Except Domestic Outside AMA/INA
| qty. 1 - price ea. $150.00 - amount $150.00
|
-----
| Subtotal:                $150.00
| Tax Total:                $0.00
| Shipping:                $0.00
| Handling:                $0.00
|
-----
| Total:                   $150.00
```

Figure 30